



पीएम श्री केन्द्रीय विद्यालय, के.रि.पु.ब., पल्लिपुरम
PM SHRI Kendriya Vidyalaya, CRPF, Pallipuram,

तिरुवनन्तपुरम - 695 316

Thiruvananthapuram - 695 316

दूर भाष : 0471-2750425

Website : www.crpfpallipuram.kvs.ac.in

CBSE Affiliation No. 900013

F.NO. 3129/KVPPM/25-26/

दिनांक: 17.10.2025

NOTICE INVITING TENDER

For Consultancy and Documentation Charges for Obtaining Site NOC

Project Description

1. INVITATION AND INSTRUCTIONS TO BIDDERS

PM SHRI Kendriya Vidyalaya, CRPF, Pallipuram invites sealed bids from experienced and qualified Consultancy firms for providing professional services to obtain the mandatory statutory clearances for the school building/campus.

2. SCOPE OF WORK (SOW)

- Consultancy services for obtaining Site NOC for Fire and Life Safety.
- Preparation and submission of required documents.
- Submission of both soft and hard copies of AutoCAD civil drawings.

Sl. No	Activity	Description	Deliverables
A.	Technical Drawing Preparation	Preparation/Updation of AutoCAD Civil Drawings (Site Plan, Floor Plans, Sections, Elevations) strictly conforming to local building bye-laws and relevant National Building Code (NBC) provisions (especially NBC Part 4: Fire and Life Safety).	Submission of both Soft Copy (DWG/PDF) and the requisite number of Hard Copy prints/plots of all drawings.
B.	Documentation & Application	Gathering existing building details, compiling all necessary ownership proofs, technical reports (e.g., structural stability certificates, as-built reports), and preparing and filing the formal application dossiers.	Complete, ready-to-submit Application Dossiers for both NOCs.
C.	Liaison & Inspection	Professional representation for all official correspondence, technical clarification, and necessary follow-up with relevant authorities. Coordination and presence	Record of Official Submission Acknowledgement and Inspection Reports .

Sl. No	Activity	Description	Deliverables
		during site inspections until final clearances are issued.	
D.	Final Certificate Procurement	Successful facilitation and handover of the final approved clearances to the Vidyalaya Management.	Original Site NOC

3. TERMS AND CONDITIONS

- The bidder must visit the Vidyalaya to inspect the current structure of the building before submitting the Bid. Accordingly they have to prepare the AutoCAD Design.
- The bidder should provide a valid quote for the job.
- Payment terms to be agreed upon.
- Delivery timeline for the Site NOC to be specified by the bidder.
- The bidder should comply with all regulatory requirements for obtaining the Site NOC for Fire and Life Safety.


 प्राचार्य/PRINCIPAL
 पीएम श्री केंद्रीय विद्यालय/PM SHRI KENDRIYA VIDYALAYA
 सी आर पी एक पल्लीपुरम/CRPF PALLIPPURAM
 तिरुवनंतपुरम/THIRUVANANTHAPURAM PIN-689316

BIDDER INFORMATION

S. No.	Particulars	Details to be filled by Bidder
1.	Company/Individual Name	
2.	Contact Details	
3.	Quote Validity	
4.	Delivery timeline for the Site NOC	

FINANCIAL BID FORMAT

Bidders must quote a **LUMPSUM FEE** covering all activities defined in the Scope of Work (SOW), excluding only the Statutory Fees payable to the government.

S. No.	Particulars	Quoted Lumpsum Fee (₹)
1.	Professional Consultancy Fee (Including all documentation, drawing preparation, soft/hard copy submission, and liaison for Site NOC & Preliminary Fire NOC).	
2.	Applicable GST (Rate ____%)	
3.	Total (Fee + GST) (₹)	
4.	Total Amount in Words	